

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2005 - JUNE 30, 2006**

1. DEPARTMENT/COURT INFORMATION:

Department/Court: **Animal Services**

Division/Unit: **Administration**

2. VOLUNTEER PROGRAM BENEFITS:

- a. **GENERAL VOLUNTEERS** (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	295	Hours	17,370	x	\$18.04	=	\$ 313,354.80
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Types of work performed by GENERAL VOLUNTEERS in this category:

Volunteers exercise and train dogs; interact with cats and keep them socialized; clean dog and cat kennels; work in the Medical Center as assistants to Registered Veterinary Technicians and veterinarians (holding animals, cleaning instruments and work areas, helping with treatments and procedures); conduct administrative duties such as inputting information into the computer for medical personnel, submitting Pet of the Week information to various publications, keep photos updated in the DAS website, make up adoption flyers for display to showcase adoptable animals, keep forms and reports volunteers use updated daily; groom dogs and cats; work as "Greeter" to assist the public in the shelter; work public education booths in community events.

This also includes our Stein/TRACE volunteers. Stein and TRACE are community outreach educational programs for physically and mentally challenged young adults. These volunteers do laundry and clean animal food dishes on a regular basis throughout the year.

- b. **INSTITUTIONAL VOLUNTEERS** (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	5	Hours	201	x	\$18.04	=	\$3,626.04
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

Scrubbed kennels, washed windows and vehicles, washed dishes and did laundry. Also cleaned up the grounds and facilities and conducted general clean up in corrals.

- c. **SPECIALIZED VOLUNTEERS** (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

<u>Position</u>	<u>Hours</u>	x	<u>VCL</u>	=	<u>Dollar Benefit</u>
Adoption Counselor	5,203	x	\$14.00	=	\$72,842
Behavioral Evaluator	872	x	\$12.54	=	\$10,943

No. Vol	4	Total Hours	6075	Total Value	\$83,785
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

Adoption Counselors assisted the public with adoptions, conducted interactions between potential adopters and dogs and cats, assisted staff in conducting evaluations, contacted breed placement groups and partnership shelters to facilitate adoptions. Behavioral Evaluators evaluate behavior of dogs in the shelter to determine if the dogs exhibit any dangerous or unsafe behaviors that could pose a threat to the public.

- d. **TOTALS OF DEPARTMENT VOLUNTEERS** (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a: 295	17,370	\$313,354.80
2b: 5	201	\$3,626.04
2c: 4	6075	\$83,785.00

TOTALS:	304	23,646	\$400,765.84
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3. **DONATIONS TO VOLUNTEER PROGRAM:**

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
NONE	\$		\$
	\$		\$

TOTAL VALUE \$NONE

4. **VOLUNTEER PROGRAM COSTS:**

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 1,800 x Rate \$21.97 =

\$ 39,546.00

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours 1,920 x Rate \$24.58 =

\$ 47,193.60

- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
Volunteer Recognition	\$1,793.00
Office Supplies	\$2,204.24
Training and Program Supplies	\$1,195.04

TOTAL OF OTHER PROGRAM COSTS =

\$ 5,192.28

- d. TOTAL OF VOLUNTEER PROGRAM COST =
(add 4a, 4b, and 4c)

\$ 91,931.80

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	\$ <u>\$400,765.84</u>
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	\$ <u>\$0.00</u>
ADD a + b	\$ <u>\$400,765.84</u>
c. Subtract Total of Volunteer Program Costs, Item 4d	<u>(\$91,931.80)</u>
TOTAL PROGRAM BENEFIT	\$ <u>308,834.04</u>

6. RECRUITING:

Please describe your recruiting programs:

We distribute brochures and informational packets at community events. Our DAS website has Volunteer information and an application to download. Our Volunteer Newsletter on line is a great recruiting tool.

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:

Our shelter Dog Walkers at the Central Region are now organized into teams and handle different wards throughout the facility. Studies have shown that shelter dogs who get out at least once a day stay healthier longer, can stay at the shelter longer without going "kennel crazy" or getting depressed and can stay socialized (or get better socialized) with people. This new organized program will give some organization to our dog walking program, more dogs will get out everyday, the team can become a support group for each other and work together - building friendships - and the wards will get some personalized, individual attention by our volunteers (every dog will get Kong toys, blankets, individual attention, cage cards will stay updated), helping the staff and public. It will also eliminate the volunteers feeling overwhelmed when there are many dogs that need exercise. It will also stop the same favorite dog getting out 4 times in one day while some don't get out for weeks. Volunteers will also get to know "their" dogs very well and will be on top of those who have special needs; ie: housebroken and need to get out regularly for potty breaks, are young and need extra socialization, are elderly and just need a lap to sit on, etc.

Our Volunteer Program has extended to include jobs available in our medical center. Our medical center volunteers clean and sanitize surgical instruments, put together microchip packets, stock shelves, clean the medical center in the mornings, help with treatments and medications, handle animals for treatments and other duties. Their help and expertise has been beneficial in supplementing the medical staff at all three shelters.

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2006-07:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Developing a Dog Walking program at the shelter in Carlsbad and organize the Volunteers better. I want to spend more time at this shelter working with the volunteers. This includes providing more training, more one-on-one contact and developing procedures and programs for the new facility that will benefit the volunteers and the animals we shelter.

I want to continue with more structured recruitment and training for new volunteers and get them volunteering faster and more efficiently throughout the year.

Another goal would be to have volunteers trained and on a master call-out list for disaster response. We do have a wealth of experience in the volunteer program and we can use our volunteers to help with high animal impound rates during disasters, assist with animal rescues and work at the command posts.

9. **GENERAL INFORMATION:**

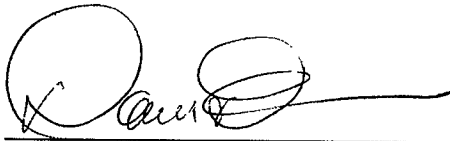
Name of Person Completing Report:
Heidi Burke, Volunteer Coordinator

Phone Number: 619-767-2611

Mail Stop: H-39

E-Mail: Heidi.Burke@sdcounty.ca.gov

10. **DEPARTMENT CERTIFICATION:**



DEPARTMENT HEAD SIGNATURE

7-13-06

DATE